



Board Agenda Item 30

DATE: August 20, 2019

TO: Board of Supervisors

SUBMITTED BY: Robert W. Bash, Director, Internal Services/Chief Information Officer

SUBJECT: Retroactive Amended and Restated Agreement with Silicon Valley Fire, Inc.

RECOMMENDED ACTION(S):

Approve and authorize the Chairman to execute a retroactive Amended and Restated Agreement with Silicon Valley Fire, Inc., replace, restate, and supersede existing and previously amended Purchasing Agreement No. P-17-013-T for fire extinguisher inspections, maintenance, and training services, effective January 26, 2017, not to exceed five consecutive years, which includes a three-year base contract and two optional one-year extensions, and increasing the maximum by \$61,000, to a total not to exceed \$160,000.

Approval of the recommended action will allow the Internal Services Department - Facility Services Division (ISD Facility Services) to fulfill an increased need for fire extinguisher inspections, maintenance, and training services. The recommended retroactive agreement will replace and supersede the prior Purchasing agreement, as amended, because the services necessary under the Purchasing agreement, as amended, are expected to exceed the Purchasing Manager's signature authority of \$100,000. This increase in costs is due to an unexpected increase in use of fire extinguisher services countywide. This item is countywide.

ALTERNATIVE ACTION(S):

The Occupational Health and Safety Administration (OSHA) requires employers to assure that all portable fire extinguishers are subjected to an annual inspection and maintenance check. Should the Board not approve the recommended action, ISD Facility Services may be unable to timely procure these services for user departments throughout the County.

RETROACTIVE AGREEMENT:

The recommended retroactive Board agreement will replace, restate, and supersede the previously amended Purchasing Agreement, P-19-17-013-T, that had an effective date of January 26, 2017, because ISD Facility Services anticipates exceeding the Purchasing Manager's signature authority of \$100,000 in services through its potential five-year term. The retroactive agreement maximum contract value includes the previous contract values assigned to the Purchasing Agreement P-19-17-013-T and its First Amendment. All amounts previously paid under Purchasing Agreement P-19-17-013-T, as Amended, are included in the total not to exceed amount of \$160,000.

FISCAL IMPACT:

There is no increase in Net County Cost associated with the recommended action. Approval of the proposed retroactive Amended and Restated Agreement with Silicon Valley Fire, Inc. will increase the maximum compensation by \$61,000 to \$160,000. Costs associated with this agreement are covered by user

departments. Appropriations for departmental expenditures for fire extinguisher services are budgeted by individual departments annually and subject to approval by your Board.

DISCUSSION:

Annual inspection and maintenance of fire extinguishers is required by OSHA. The ISD Purchasing Division issued Request for Quotation (RFQ) No. 17-029 on November 4, 2016 for the procurement of fire extinguisher inspections, maintenance, and training for County staff, facilities, and vehicles. The County received bids from 4 vendors, including Omega Fire Protection, Inc., Simplex Grinnell, Jorgensen Company, and Silicon Valley Fire, Inc. Silicon Valley Fire, Inc. was awarded as the lowest responsible bidder.

On January 26, 2017, the ISD Purchasing Division executed Purchasing Agreement P-19-17-013-T for an initial 3-year term, with the option for 2 additional 1-year extensions, and a total maximum value of \$80,000.

On July 9, 2019, the ISD Purchasing Division executed the First Amendment to Purchasing Agreement No. P-17-013-T to increase the total maximum value by \$19,000, for a potential not to exceed compensation value of \$99,000 for the increased use of these services.

Staff recommends that the current Purchasing Agreement No. P-17-013-T, as previously amended, be replaced and superseded by the recommended Board agreement, which amends, replaces, and restates the terms of the existing and previously amended Purchasing Agreement. Staff requests this change because the services necessary under the Purchasing agreement are expected to exceed the Purchasing Manager's signature authority of \$100,000. This increase in costs is due to an unexpected increase in use of fire extinguisher services countywide.

Approval of the recommended action will increase the total value of the County's Agreement with Silicon Valley Fire, Inc., by \$61,000, to \$160,000, to fulfill an increased need for these services in County facilities and vehicles. This item is countywide

ATTACHMENTS INCLUDED AND/OR ON FILE:

On file with Clerk - Agreement
On file with Clerk - First Amendment to Purchasing Agreement
On file with Clerk - Purchasing Agreement

CAO ANALYST:

Yussel Zalapa